

City of Cincinnati

An Ordinance No. _____

RDH/ *ABW*
Sam

- 2015

AMENDING the City Manager Performance Review Process followed by the Mayor and members of Council in evaluating the job performance of the City Manager of the City of Cincinnati in order to provide appropriate oversight and to allow for such reviews by the Mayor and three members of Council on a periodic basis, and repealing Ordinance Nos. 324-2006 and 377-2012 which established the prior methods for engaging in such performance reviews.

WHEREAS, the Mayor and City Council are committed to producing high quality local government services for the people of Cincinnati, and are supported in such efforts by the City Manager of the City of Cincinnati; and

WHEREAS, Article IV of the Charter of the City of Cincinnati establishes that the City Manager is the Chief Executive and Administrative Officer of the City and is responsible for supervising the administration of the affairs of the City; and

WHEREAS, modification of the current City Manager Performance Review Process is necessary in or to provide appropriate oversight and to allow for such reviews by the Mayor and three members of Council on a periodic basis upon a determination by the Mayor that such a review is warranted by existing circumstances; now, therefore,

BE IT ORDAINED by the Council of the City of Cincinnati, State of Ohio:

Section 1. That the City Manager Performance Review Process is hereby established as follows:

Council shall designate a councilmember from each political party represented on Council to work with the Mayor and the City Manager to complete future performance evaluations of the City Manager on a yearly basis, with such reviews to be commenced within a date no later than thirty days prior to the anniversary of the City Manager's hiring.

The evaluations shall include and consider all duties and responsibilities designated to the City Manager by Article IV of the City Charter. An initial review shall be conducted by the Mayor and the designated members of Council within six months after the City Manager is employed in such position. As part of this initial review, the City Manager shall work with City Council and the Office of Performance and Data Analytics to establish a performance agreement and all expectations as determined by a majority of Councilmembers for the City Manager, which will provide the Mayor and designated members of Council with objective criteria from which to base future reviews, and to provide appropriate

guidance and direction to the City Manager in relation to his or her duties and responsibilities during his or her tenure as City Manager. Such evaluations shall consider the ability of the City Manager to manage the pressures and demands of the administrative leadership position while guiding the City Administration in its stewardship of City resources, its ongoing development initiatives, and the delivery of vital services to Cincinnati residents. As part of the annual review, the City Manager shall be given the opportunity to lay out his or her accomplishments over the previous year. Such review shall include input from direct reports and members of the community who frequently interact with the City Manager.

At the conclusion of the evaluation, the Mayor or the Mayor's designee shall issue a report on the City Manager's performance to date and may make a recommendation for an appropriate level of compensation, consistent with Article IV, Section 1 of the City Charter. Any such compensation recommendation must be approved by passage of a Council ordinance prior to implementation. The evaluation and compensation ordinance shall be recorded in the City Manager's employment file.

Section 2. That Ordinance No. 324-2006, passed by Council on November 8, 2006, and Ordinance No. 377-2012, passed by Council on October 17, 2012, are hereby repealed.

Section 3. That an initial review process, as outlined in Section 1 shall commence no later than 30 days after this ordinance becomes effective.

Section 4. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

Passed: _____, 2015

Mayor

Attest: _____
Clerk